



# ABES College Referral Program Terms and Conditions

Updated: June 15, 2026

## 1. Introduction

These terms and conditions ("Agreement") outline the referral program offered by ABES College ("ABES") to increase enrollment in its programs and award individuals who refer potential students. By participating in the ABES College Referral Program, you agree to comply with and be bound by these terms and conditions.

## 2. Eligibility

The ABES College Referral Program is open exclusively to students and graduates of ABES College.

## 3. Referral Awards

For each successful referral, ABES College will provide a total award of \$500. The award will be distributed upon ABES College receiving the first tuition payment from the referred student, and only after the referred student meets all referral requirements. See Section 4.

### 3.1 Referral Bonus Draw

In addition to the regular referral bonus outlined in this agreement, ABES College may, at its discretion, conduct a random periodic draw for a special prize. Details regarding the prize, the draw process, and eligibility criteria will be communicated to participating individuals through associated communications. The winner of the draw will be selected through a random and fair process determined by ABES College. The winner will be contacted directly to coordinate receipt of their prize.

## 4. Referral Criteria

Referral awards will only be granted for new leads, defined as contact information for a person that is not already present in the ABES College admissions database. If a referred applicant is found in our application database as a previous entry, that

referral will not be considered legitimate. This includes names that have been entered through inquiry channels such as website forms, social media ad forms or phone inquiries.

#### **4.1 Eligible programs**

The referral program is only applicable to successful referrals for the Health Care Aide, Addiction and Disability Community Support Worker, Dental Office Administration, Pharmacy Assistant, Practical Nurse, Medical Laboratory Assistant, Unit Clerk and Medical Office Assistant, and Medical Device Reprocessing Technician programs. ABES College reserves the right to change eligible programs as it deems appropriate, and without notification.

#### **4.2 Criteria of a Qualified Referral**

A referral is deemed successful when an applicant meets all entrance requirements for the program, enrolls and successfully submits an application to Student Aid Alberta, or another appropriate provincial student aid department, or demonstrates that tuition payments will be made via private payment, and remains in good standing in the program up until their first tuition payment and beyond.

#### **4.3 Exclusion Criteria**

Referral awards will only be granted for new applicants. No referral awards will be provided for returning students or self-referrals. If a referred applicant is identified as a previous student or is found to be a self-referral, the referral will not be considered legitimate, and no award will be issued.

#### **4.4 Discretionary Rights**

ABES College reserves the right to exclude or deny any referral that it deems not to fit or fulfill the intentions or fairness of the referral program, at its sole discretion.

### **5. Payment Schedule**

Referrals will be paid after ABES College receives the first tuition payment and the referred applicant has attended a minimum of one week of class.

### **6. Referral Process**

Referrals must be made through one of the following - via the online referral portal (<https://abes.ca/referral-page/>), by bringing the referred applicant to ABES, referred applicant providing your name on their admissions application. The referral will be deemed unqualified if the referred applicant's name already exists in our database.

## **7. Tracking and Reporting**

Referrals will be tracked in the ABES College admissions database based on submissions from the online referral portal, application form or noted from staff.

## **8. Notifications**

Participants will be notified by email when their referral has been received and is being processed.

## **9. Prohibited Activities**

Spamming and fraudulent referrals are strictly forbidden. ABES reserves the right to take appropriate action in response to such activities, including, but not limited to, disqualifying the referrer from the program.

## **10. Monitoring for Student Drops**

Referrers who refer students who drop from studies within the first half of the program will be monitored. If a participant refers two students who drop before the halfway point of studies, the participant will be exempt from participation in the referral program at any time in the future.

## **11. Program Modification**

ABES reserves the right to terminate and/or modify the referral program at any time without prior notice. Participants are responsible for staying informed of any changes to the program through the terms and conditions available on the online referral submission portal.

## **12. Privacy and Data Protection**

Data collected and used in the referral program will be handled in accordance with the Canadian Anti-Spam Legislation (CASL) and in compliance with Alberta provincial and Canadian federal law.

## **13. Ownership of Content**

All content and materials related to the referral program are owned by ABES College.

## **14. Governing Law and Jurisdiction**

Any legal disputes that arise in connection with this Agreement will be resolved in Alberta.

**15. Contact Information**

For questions or concerns regarding the ABES College Referral Program, you can email us at [referral@abes.ca](mailto:referral@abes.ca).

**16. Acceptance**

Participants accept these terms and conditions by checking the designated box on the online submission form.

By participating in the ABES College Referral Program, you agree to abide by these terms and conditions. ABES reserves the right to change or terminate the program at its discretion.